

Danville Town Council Meeting Minutes

December 5, 2016

- I. **Call to Order:** Council President, Marcia Lynch, called the meeting of the Danville Town Council to order at 7.00 pm on December 5, 2016 in the Danville Town Hall, 49 N. Wayne Street.
- II. **Roll Call:** President, Marcia Lynch acknowledged a quorum of the Council and led everyone in the Pledge of Allegiance to the American Flag. Clerk-Treasurer noted the following Council members in attendance: Jim Stephens, Marcia Lynch, and Dee Oliphant. Absent – Dennis Wynn. The following Administrative officials were present: Gary Eakin, Town Manager, Laura Parker, Assistant Town Manager and Jenny Percy, Clerk-Treasurer.
Approval of Minutes: Motion was made by Jim Stephens to approve the minutes as read; seconded by Mike Neilson for the Town Council meeting of November 21, 2016. Motion passed 4-0.

Public comments: At the next meeting 12/19/2016 cards will be placed on the sign-in table for the public to fill out and make a 2 minute comment on the evening's agenda.

Fire Chief Mark Morgan introduced the two new recruits to the Danville Fire Department. Zachary Gruner fire fighter, paramedic from Trafalgar, In. and Ray Muluihill fire fighter, paramedic from Monrovia In. This will bring the fire department back to full staff of 23 full-time.

III. **Public Meeting:**

- a) **Proclamation for Home Health Care** – Dismissed by the Council.
- b) **Resolution 27-2016 – 2017 Holiday Schedule** – Motion was made by Mike Neilson and seconded by Dee Oliphant. Motion passed 4-0.
- c) **Ordinance 26-2016 – Bloomer Annexation Public Hearing** – No public comment.
- d) **Ordinance 29-2016 – Internal Controls Materiality** – Clerk-Treasurer Jenny Percy explained to the council that this ordinance provides for adherence to the states protocol and rule of handling cash which is part of the overall Internal Control Policy mandated by the state. Missing funds over \$1,000.00 and capital assets (equipment) over \$20,000.00 will be reported to the State Board of Accounts and the State Police. The town will still file charges at any dollar amount. Motion was made Mike Neilson to suspend the rules; seconded by Jim Stephens. Motion passed 4-0.
Motion was made by Mike Neilson to approve and adopt Ordinance 29 – 2016; seconded by Jim Stephens. Motion passed 4-0.
- e) **Marion Township Fire Contract** – Motion was made by Mike Neilson to approve the 2017 Marion Township Fire Contract; seconded by Dee Oliphant. Motion passed 4-0.
- f) **Center Township Fire/EMS contract** – Councilwoman Dee Oliphant is uncertain on some of the wording in the contact on who pays repairs and maintenances on fire equipment over and under \$200.00. The wording of the contract has not changed for many years and has not been a problem in the past. Motion was made by Jim Stephens to approve the Center Township Fire/EMS contract; seconded by Mike Neilson. Motion passed 3-1. Dee Oliphant nay.
- g) **One Choice Technology** – A partial payment for \$12,510.00 was approved at the last meeting 11/21/2016 to replace the town's phone system. The invoice has come in for the final payment per the agreement for \$18,476.40 to be paid from the HOST technology fund. The monthly phone service will be \$1500.00 a month which will save the town money once we are able to disconnect all of the AT&T phone lines. Motion was made by Jim Stephens to approve the final payment to be made from the Host Fund; seconded by Mike Neilson. Motion passed 4-0.

IV. **Staff Comments**

Gary Eakin – Staff is working on the employee policy manual and PTO time. Gary said he has received all the information he needs for the Kiger Claim.

Jenny Percy – She has received back the RFP for banking from NSSB, State Bank of Lizton, Huntington and First Financial. Jenny is working with Umbaugh and Associates to review the RFPs. It appears the town could save as much as \$12,000 a year in fees. The town has banked with First Financial since 2008.

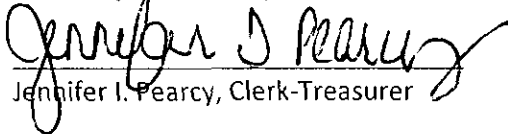
Mike Neilson – This Friday November 9th is the home opener for the Danville Warriors basketball team and after the first quarter they will honoring the 2016 football team for a great season.

Marcia Lynch – Come visit Winterland.

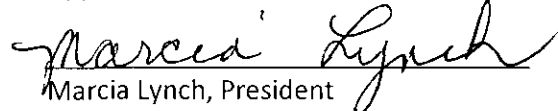
V. **Claim Docket** – Jim Stephens made a motion to approve the claim docket; seconded by Dee Oliphant. Motion passed 4-0.

VI. **Adjourn** – President Marcia Lynch adjourned the meeting at approximately 7:40 p.m.

Minutes submitted by:


Jennifer I. Percy, Clerk-Treasurer

Approved by:


Marcia Lynch, President